



UNITED STATES DEPARTMENT OF EDUCATION  
OFFICE OF SPECIAL EDUCATION AND REHABILITATIVE SERVICES  
REHABILITATION SERVICES ADMINISTRATION

DATE: APR 30 2007

TO: Grantees under Section 4 of the Assistive Technology Act of 1998, as amended

FROM: Edward Anthony, Ph.D.  
Delegated the authority to perform the functions of Commissioner of the Rehabilitation Services Administration

SUBJECT: State Plans for Assistive Technology for October 1, 2007 through September 30, 2008.

Dear Grantee:

As of September 30, 2005, RSA approved your State Plan for Assistive Technology (State Plan) describing your state's implementation of Section 4 of the Assistive Technology Act of 1998, as amended (AT Act, as amended) from October 1, 2005, through September 30, 2008. RSA approved updates and amendments to this plan by the end of its first year, September 30, 2006.

September 30, 2007, will end the second year of your State Plan. In preparation for the third year of this State Plan (October 1, 2007, through September 30, 2008), you must submit the following to RSA:

- 1) Section 4(c)(2) of the AT Act, as amended requires states to establish advisory councils to provide consumer-responsive, consumer-driven advice for planning of, implementation of, and evaluation of the activities carried out through the grant. Your advisory council is described in Attachment 3 of your State Plan. You must provide an assurance that you have an advisory council that complies with Section 4(c)(2) or are making an active effort to maintain such an advisory council per guidance you received in a Dear Colleague Letter dated October 2, 2006.
- 2) Section 4(d)(3) of the AT Act, as amended requires states to provide information on measurable goals, and a timeline for meeting those goals, the state has set for addressing the AT needs of individuals with disabilities in the domains of education, employment, community living, and telecommunications and information technology (IT). The measurable goals as prescribed by RSA are found in Attachment 4 of your State Plan. As of February 1, 2007, you began collecting data related to these measurable goals using the data collection

instrument provided by RSA. You must provide an assurance that, using data from the aforementioned instrument, you will submit the following to RSA no later than January 30, 2008:

- a. Baseline data for the measurable goals set forth in Attachment 4 of your State Plan; and
- b. Goals for improvement over this baseline for the third year of your State Plan (October 1, 2007, through September 30, 2008).

More information about completing (a) and (b) will be provided by RSA before the January 30, 2008, deadline.

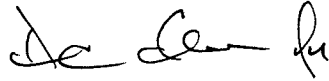
- 3) Attachments 5 and 8 of your State Plan describe how you will implement state-level and state leadership activities in accordance with Sections 4(e)(2) and (3) of the AT Act, as amended. As appropriate, you must either:
  - a. Provide an assurance that you will implement your state-level and state leadership activities during the third year of your State Plan in accordance with Attachments 5 and 8 of your State Plan as submitted; or
  - b. If you have made significant changes in implementation of these activities, you must briefly describe and justify these changes.
- 4) Attachment 10 of your State Plan describes how you will allocate your funds in accordance with the requirements of the AT Act, as amended. Specifically, the AT Act, as amended requires that no more than 40 percent of your grant funds be used for state leadership activities (no more than 30 percent if you exercise state flexibility in accordance with Section 4(e)(6) of the AT Act, as amended), that 5 percent of the funds used for state leadership activities will be used for training and technical assistance related to transition, and that no more than 10 percent of your grant will be used for indirect costs. You must provide an assurance that your budget allocations for the third year of your State Plan will comply with these requirements.
- 5) If you have changed how you implement the AT Act, as amended, in a way that affects any part of your State Plan not previously mentioned, provide a brief description of this change and a justification for it.

This information must be provided to RSA in the form of a letter, signed by your certifying representative, no later than August 1, 2007. This letter should be sent to:

Edward Anthony, Ph.D.  
C/O Jeremy Buzzell  
U.S. Department of Education  
400 Maryland Avenue, SW  
PCP Room 5025  
Washington, DC 20202-2800

If you have questions, contact Jeremy Buzzell at [Jeremy.Buzzell@ed.gov](mailto:Jeremy.Buzzell@ed.gov) or (202) 245-7319.

Thank you,

A handwritten signature in black ink, appearing to read "Edward Anthony". The signature is fluid and cursive, with the first name "Edward" and last name "Anthony" clearly distinguishable.

Edward Anthony, Ph.D.  
Delegated the authority to perform the functions of  
Commissioner of the Rehabilitation Services  
Administration